

Mayor Barrett: So, this meeting will be recorded. This is a special meeting of the budget for 20-21 and calling this meeting to order at 7:12 PM on March 30th 2020. We can start with the Pledge of Allegiance although I don't have a flag up on the screen.

All Participants: I pledge allegiance, to the flag of the United States of America, and to the republic, for which it stands, one nation, under God, indivisible, with Liberty and justice for all.

Mayor Barrett: So, we are meeting on Zoom giving the Corona 19 virus and the New York pause instructions requiring us or asking us to remain isolated, and so this is an interesting alternative. So, this is the special meeting called for the budget and I will turn it over to Crystal.

Mrs. O'Brien: OK. So, what I'm going to do is, I will, I'm gonna share my screen. OK.

Trustee Rudes: The only thing I don't like Crystal, these pages aren't numbered.

Mrs. O'Brien: They should be, mine are numbered

Mayor Barrett: Yeah, the bottom right.

Trustee Rudes: Nope

Trustee Crary: The bottom right corner

Trustee Rudes: Nope

Trustee Crary: Mine are numbered

Trustee McComb: Mine are numbered

Trustee Rudes: Must be my printer

Trustee McComb: it might be cutting off that bottom Letty 'cause it's right on

Trustee Rudes: no no there's plenty of room on the bottom

Trustee McComb: There is

Trustee Rudes: Yup. That's alright I'll just wing it

Mayor Barrett: Well, we'll make sure that we refer to the account number Letty

Mrs. O'Brien: OK, yes

Trustee Rudes: There were changes made that's why I have duplicate copies here that's what I'm getting confused with

Mayor Barrett: Crystal is going to share the copy that we'll be looking at

Trustee Rudes: Okie-doke

Mrs. O'Brien: OK, there we go, now I'm able to share my screen. Let me get this so that we can all see it a little bit better. I'm starting at the what you guys are probably most interested in, which is the bottom line. You will see that at the bottom of page 14, the appropriated fund balances, right now it's \$56,316.76. That is with no increase to taxes. We, through a discussion that Jeanette and I were having, we have kind of tallied up what we estimate receiving for FEMA money. Unfortunately, I have not gotten word back on how we can properly record that in our budget as far as a revenue line, but I wanted to just let you know that we had decided to put the figure in there for \$56,316 with the knowledge, with no tax increase, with the knowledge that we will be getting about, approximately \$28,000 back in the general fund. That will bring us down to a total of, only having to appropriate only about \$28,000. So, it's pretty much cut in half for what we will have to appropriate in order to keep taxes with no increase. If that is acceptable then we can do that.

Mayor Barrett: We would have a zero increase for the taxes this year. We only would only be appropriating approximately 38,000

Mrs. O'Brien: No 28,000. I figured out, so what I had sent another tentative budget just a little while ago. Unfortunately, there was, I had missed a duplicate item within the budget and I took

that out before our meeting here. Which was, it was a \$7000 that we moved to another account and wasn't taken out of the other one, mistakenly, so that is why it was dropped down to that amount. You will notice that the total revenues are down about 1.21%. This is due to some items that are unpredictable and were taken out or decreased, like the prior year find and sale of excess. We illuminated those because we don't plan on selling anything this year, there's nothing really that we can think of that would be sold, so I didn't feel comfortable having a figure in there. The prior year refund, you'll see, the last couple of years it was it was very minimal and I don't feel comfortable putting a figure in there when we don't know if there's really anything that will come out of that.

Mayor Barrett: I'm sorry what is A2701

Mrs. O'Brien: Sorry, 2701, that's a prior year refund, so that's like if there's checks that are outstanding from the prior year that are refunded and stuff like that. There's not really a whole lot that comes out of that, and I just don't feel comfortable having a figure in there that's not easily predictable. The utility is gross receipt, which is up here a little bit

Trustee McComb: page 13

Mrs. O'Brien: yes

Trustee Rudes: what's the code?

Mrs. O'Brien: The code is... and I didn't write it down, I'm sorry. There is utilities gross receipt, A1130, this fluctuates yearly, and it was budgeted for \$8,500 last year. So far, we've only received about \$4,000, so I didn't really feel comfortable putting that same amount in there, so I dropped it down to about \$5,000. Also...

Mayor Barrett: Now, I would I would like to point out that if we go with the LED streetlights, we will probably drop the gross receipt utilities as well, so I like your choice of underestimating, being more conservative is good.

Mrs. O'Brien: Right. The other one I wanted to point out is the gifts and donations which going back down is...

Trustee Rudes: Maybe that could be the FEMA refund

Mrs. O'Brien: Maybe, I've actually got an inquiry into NYCOM in order to figure out how we can properly account for that money in our budget. Just so it reflects properly. So, Gifts and Donations, A2705, was reduced to \$7,500. That's due to the fact that we used to hold the parade committee funds and that has been given to the chamber and back to the parade committee. This \$7,500 is estimated on the donations that we get from Camp of the Woods and Deerfoot. That is pretty much the gist of those ones. Going back up to the top, the very beginning of the budget. The A1320.4, auditor contractual, has not been budgeted before it's right here, after conversations with Jeanette we had decided that having money budgeted in that item, even though we're not planning on it, is probably the best way to go. The auditor from for last year was a little over \$10,000. We budget at \$9,000 just to have it in there in case something happens. We don't plan on it, but just in case.

Mayor Barrett: I'm sorry, if I can interject, just to go back from what we were discussing this summer, we would ask the Office of the State Comptroller to come and give us a general audit.

Mrs. O'Brien: Right this is if we had a contract out an auditor.

Mayor Barrett: Based on the resolution from this summer we are still planning on asking the office of the state Comptroller to come.

Mrs. O'Brien: Right. Going down to the Clerk Treasurer codes, you will see that there is an increase in the equipment line right here, \$3,500, that's for the tax collection software that we plan to install this year. I do have inquiries in, I've had a lot of people ask about being able to use credit cards to pay for their taxes and their water sewer bills, I don't know if that's really a feasible thing this year or not, but I do have an inquiry in about that with Williamson law books. As well as an increase in the .4 contractual code, this is because we moved the cleaning services for the Village Hall out of the personnel code and down to the contractual code after hiring Anita to do our cleaning services. There wasn't really any other increase except for that item there. The law codes, we moved Katie's yearly salary from personnel services to contractual due to the fact that she's a contracted source not an employee. We also increased that to \$5,100 um to be equal with the salaries of both the zoning officer and the building and code enforcer.

Trustee Rudes: Crystal, so I have \$7,100 on that.

Mrs. O'Brien: So, what we did, so the budget last year for the contractual services was 2000 and the personnel services was \$5,000. So what we did was, we took Katie's personnel services because she's not really an employee, and we added them down and just increased it to \$5,100 for her services instead of \$5,000 and kept the \$2,000 for additional legal fees in case we need them.

Trustee Rudes: Gochya

Mayor Barrett: Do you think that that should be increased Letty.

Trustee Rudes: No, she said \$5,100 and I see \$7,100

Mrs. O'Brien: Right sorry about that

Trustee Rudes: Just wanna make sure my eyes weren't going wrong

Mayor Barrett: No, yeah because now we're rolling it under contractual

Mrs. O'Brien: yes, yeah it's all going to be rolled under one code instead of the two

Trustee Crary: Question?

Mrs. O'Brien: Yes

Trustee Crary: Jeannette,

Mayor Barrett: Yes,

Trustee Crary: Legal fees

Mayor Barrett: Yes, the legal fees, as far as Katie or extra?

Trustee Crary: Extra as in Elliot Lane

Mayor Barrett: Right, so we are, I've submitted what the insurance agent has requested. So, they want to see all of the funds that have been charged, the invoices as well as the payments and I'm waiting to hear back from them. They still have not answered me. As far as the question that we had from the last time, regarding defense and indemnity.

Trustee Crary: OK

Trustee Rudes: So that might have to be adjusted

Mayor Barrett: It may, hoping not but we should know, I would hope within the week because everyone is working from home it really is hampering.

Mrs. O'Brien: Yeah

Trustee Crary: One more question, in terms of the insurance, if the insurance was going to cover the situation, it would cover legal fees and or judgments?

Mayor Barrett: That's what I'm determining, so the indemnity would be any legal judgments and the defense would be of course whatever the legal in court costs are. I'm trying to confirm that.

Trustee Crary: OK, we can we have time till final, to correct that. Hopefully we can get an answer.

Mrs. O'Brien: OK. Moving on, the next...

Mayor Barrett: Election, will we have one?

Mrs. O'Brien: I actually...

Trustee Crary: I didn't I didn't sign on this for life

Trustee Rudes: Too bad Mark

Mrs. O'Brien: Right now I have not gotten any word on it being delayed any further.

Mayor Barrett: The Primaries have been moved until June

Mrs. O'Brien: The Primaries have been moved until June, so I'm not sure if the Village Elections will be moved as well, but I have not had any further information about that.

Mayor Barrett: And Crystal has had no further information as far as absentee ballots and...

Mrs. O'Brien: No, no, I think they're probably waiting to see if they even have to postpone it further. This whole pandemic is just, you know, pushed a lot of things to the side. So that's unfortunate.

Trustee Rudes: How long would it Institute an all absentee ballot for all enrolled voters?

Mrs. O'Brien: Sorry?

Trustee Rudes: How long would it take

Mrs. O'Brien: Oh, to do everybody as an absentee?

Trustee Rudes: Would that be an option?

Mrs. O'Brien: I think it would be possible since everybody is kind of confined to their homes and they can't get there, but...

Mayor Barrett: I think there would be some restrictions

Mrs. O'Brien: Yeah, I'm sure there would be some restrictions. I'm sure that we would have to ask NYCOM about that. Whether that would be something that could be possible or not.

Trustee Rudes: Well, we could prepare could we not to do it if it was feasible?

Mrs. O'Brien: We could, I mean I could get a list. I could take the voter list and get that ready as far as who we would be sending it to and where at least digitally. Moving on to the next more significant increases were in the village Hall expenses. One, the personnel line went up a little bit, from \$500 to \$1000, that's if the guys do any repairs or, you know, painting and the kind stuff, although we've got a lot of that done, but if it is extended into next year then it'll be covered. If they don't use it, they don't use it, it's just so that they can properly attribute their time. Then the .4 contractual code, this was increased mostly due to the fact that the new software is relatively around the same budgeted amount as last year, it's just it's slightly over by a couple \$100 but I wanted to budget \$2000 for a support contract with ABS solutions, who are the people that installed our computers and help us with tech support and stuff like that. This will help with, if we have any issues or problems that I can't solve. I'm very tech savvy but there's a lot of things that I just can't figure out and they've been very good about helping out. When we need it, unfortunately if we're not in a support agreement then they charge us for their hourly rate whether we use a full hour or not. If we are in a support agreement, then they charge us even if it's just minutes so it'll be like a fraction of the cost. This is able to roll over

into the next year if we still have leftover in our support agreement. I also increased the office supplies a little bit due to the cost for paper and stuff like that, and we were hoping to get a few additional items for organizational purposes within the office. Some file insert, some more of those that we can have a better way of, you know, so the files aren't just all shoved in the cabinets there, actually sitting up where we can better see them

Mayor Barrett: retrievable

Mrs. O'Brien: Yeah, retrievable. Which we have we do have about half of the filing cabinets that have the inserts in them and half of them don't. I just like to be able to get some for the other cabinets, so that it's easier for us to look through. The next item is, I'm gonna skip over personnel codes for a few minutes and explain those altogether, the fire Department on A3410, their equipment line, the .2 line went up significantly due to the payment for the new ladder truck, the one that came through the grant. The fire Department is taking care of about 10 to \$12,000 worth of that, and we have budgeted for the other \$32,000 ish. It may be less than that, but that all depends on whether they come get more money for their scrap metal and stuff like that then they're expecting. Their contractual line was increased due to, one they have increases in some of their equipment prices and their prices for their physicals which they are required to have through a special doctor, so that they can do internal firefighting and stuff like that. Also, we moved the fireworks from the celebration line into the fire Department contractual line to better reflect on our insurance.

Trustee Crary: That's about \$7,000?

Mrs. O'Brien: It's about it's \$6,100

Trustee Rudes: Crystal, that .2 is that a one-time charge for that...

Mrs. O'Brien: that is one time charge the grant covers I think it was 95% of the cost and then the other 5% was like \$43,000 or somewhere around there. I can't remember the exact figure in my head.

Trustee Rudes: Right.

Mayor Barrett: Also included in that equipment line, is a lease for one of the fire trucks

Mrs. O'Brien: Yes there is a lease in there that started several years ago, I think it was 2017 and goes for another, I think it was 2030 when it ends. So it's at least that spans quite a few years. I think that one is \$37,000 for that lease payment a year.

Trustee Crary: I'm sorry go ahead

Mrs. O'Brien: You sure you don't have a question or something

Trustee Crary: Well I do unless you're moving on

Mrs. O'Brien: You can ask it

Trustee Crary: OK, I just want to make a comment, I think the powers to be at the fire Department need to know, in strong terms, that if we take the fireworks out that's about 4%, their budget is up 25% over last year. That's a big, big number

Mayor Barrett: and Mark, if you take out the cost of the one-time payment

Trustee Crary: I know I understand so 25% is 25%

Mayor Barrett: All right

Trustee Rudes: That's one of the advantages of accounts, you know, where you can pull from when you need to buy equipment.

Mrs. O'Brien: Yeah, I mean, they've been told that if they don't spend, if they have rollover money, they can put that towards the truck. I did not figure that in because it's not, I don't think it's enough to really...

Trustee Crary: I just don't want...

Mrs. O'Brien: Warrant putting in there.

Trustee Crary: I don't know if it's a great idea, me personally I don't agree with it, that if they have the feeling that there's a pot of money, just in case, it alters the way they think.

Trustee Rudes: The Board has the right to adjust that thinking.

Trustee Crary: Well, maybe that's the bottom line

Trustee Rudes: You bet.

Mayor Barrett: I think what would be helpful...

Trustee Crary: I'm not picking on them, we love the, etc., etc. but 25% is 25%

Mayor Barrett: I think that it would be helpful if we sat down with the fire Department and asked if they could concentrate on trying to pay down their outstanding lease agreements. To raise additional funds to have that as an ongoing activity, not just for this \$1,000,000 truck but you know \$35,000 \$32,000 a year for that added truck is difficult

Trustee Rudes: but they also do very well with their grand raising

Mayor Barrett: Oh, absolutely, just trying to pay down that lease agreement would save us a bundle.

Mrs. O'Brien: There's a lot of their other items too that, like the equipment and stuff like that, that they absolutely need. They did take out some radios and stuff like that. Unfortunately those costs go up you know every couple of years or so, and their expensive, that equipment expensive.

Trustee Rudes: Well maybe next year will go down 25%

Mrs. O'Brien: Moving on, street maintenance, which is 5110, moving past the personnel because we're going to talk about those altogether. You'll notice that these went down mostly because there were many items from the 5110.4, the contractual code, that we found could be reimbursed by CHIPS, so we move those items up into the 5110.2, the equipment code, where all of our CHIPS expenses are attributed to that line. So, we moved some of those items up there. We moved, as well as the sidewalks, that went down significantly because we found out that sidewalk repair can be reimbursed by CHIPS, so we moved that money into the the 5110.2 code where CHIPS comes out of so....

Mayor Barrett: Great, he did have confirmation on that?

Mrs. O'Brien: Yes, then we will move on to parks and rec, you know those are down as well, do the fact that we did purchase those items for the playground were purchased, so those items were taken out. Jeannette also had gotten donation for the bear cans, we plan on buying more bear cans this year and some other unnecessary items were taken out. Things that either didn't need to be in there or were replaced this budget and didn't need to be replaced next budget. Those kind of things. Then going back to the personal code, so as you'll see throughout this you'll see that some are down and some are up, like the garage code. The central garage code that one is up significantly but other ones are down significantly. This is all because I took up the 2018-19 PERMA Payroll report and I reattributed salaries based on percentages of were the employees were most of the time. The DPW garage, the central garage, also has the items like vacation pay, sick pay, personal hours and holiday pay comes out of that code. All of the fringe

benefits except for medical insurance and stuff come out of this code here. That's why that one's more significantly up. They do spend a lot of time you know fixing things in the garage and when they're in the garage they attribute their time correctly. Then you'll notice there's also, the overtime line codes, have been separated out from the personnel, so that we can see them and little bit easier. Most of them are not a significant increase at all, things like snow removal, that's obviously, they have a lot more overtime attributed to that then, you know, the garage or the park or something like that but there's not a whole lot of overtime in the park or street maintenance unless something really serious happens. I took 2018-19 because with the storm this year I felt like those overtime lines were way too inflated or totals were way too inflated, and we had a full year report with Parma for 18-19 and I felt like that was probably the best way to go for that. These items are also including a 2% increased for all of the employees with the exception of water and sewer employees. There's been a little bit of debate back and forth and we're not sure exactly, we've got some information, not all of the information, we have found some information in minutes for the water sewer Departments. I think we need to clarify that a little bit more, as a Board, before we decide if they're doing a 2% raise or if they are not doing a raise or if we're reading the documentation that Jeannette found in minutes properly.

Mayor Barrett: Do you want me to share those minutes Crystal?

Mrs. O'Brien: That would probably be good, yeah, yeah.

Mayor Barrett: So, let's see share my desktop and then...

Mrs. O'Brien: Hold on.

Trustee Donecker: Crystal, can you just detail those?

Mrs. O'Brien: I can. Basically, I can actually read it, let me pull it up and I'll read it. If I can find exactly where it was again.

Mayor Barrett: It was in the executive session of August 27th 2018

Mrs. O'Brien: OK, let's see....

Mayor Barrett: It's a third line third paragraph down

Mrs. O'Brien: Trustee Barrett made a motion to increase the wage of Ed Scharpou by \$3 per hour effective September 1st. His salary will increase \$3 and \$1 per year. Trustee Rudes seconded and the motion was passed by the following vote; Paestella, Rudes, and Barrett ayes, no nays. It's a little unclear on whether that was supposed to be a \$3 in 2018 and then \$3 in 2019, which is I think what happened, and then a dollar this coming year. If that's the case then we have to up the Water and Sewer budget. Which we're getting in which we're going to next in a little bit. If that's not the case, then some of the consensus is to leave their salaries the way they are since Ed so far has received a \$6 increase in Lennie has received a \$7, which part of that is attributed to certificates. I think there's something that...

Trustee Rudes: Crystal, nothing in the personal file?

Mrs. O'Brien: Unfortunately, I have not been able to dig through those yet um I was hoping to go over before this meeting but...

Trustee Rudes: Alrighty

Trustee McComb: I think that was the understanding that it was \$3, \$3 and then \$1

Mrs. O'Brien: OK

Mayor Barrett: So this will be the year of the \$1

Trustee Rudes: Right

Mayor Barrett: But what is interesting and not captured in the minutes, was that there was nothing captured regarding Lennie. So Lennie also has been given a \$3, a \$6 increase from what we've been able to look so far. He did not get the increase as of September 1st

Trustee McComb: OK

Mayor Barrett: You got the \$1 increase for his certificate

Trustee McComb: Right

Mayor Barrett: But this \$6 increase came at the beginning of this year, so this past June he received the \$6 increase.

Trustee McComb: OK

Mayor Barrett: But it's not clear what was agreed to whether it's the same amount of increase for Lennie as for Ed.

Trustee McComb: And, I think that might have come from the fact that we weren't sure of his certifications when they would be received, if and when.

Mayor Barrett: For Lennie?

Trustee McComb: Yeah

Mayor Barrett: Lennie had just received that either July or beginning of August that he had passed. He didn't pass the first time in June and then he passed by the time of that meeting he had passed it.

Trustee McComb: But, I don't think it was made definitive, the amount per year, based on when and if he would get those certifications. If he had passed it initially, or was he going to have to take two years to get a certification. So, you couldn't put it in writing, that he would get a \$3 increase if he didn't pass the certifications, you know what I mean? There was, and that was an unknown because he didn't know where he was gonna go.

Mayor Barrett: Yeah the certifications were, you know, based on a dollar per certification, dollar an hour per certification

Trustee McComb: Per certification, OK.

Mayor Barrett: So that the additional amount that's been compensated was not necessarily recorded at that time in minutes coming out. In the salaries for 2019-2020 those were added although it's not 100% confirmed in the executive session minutes from August, and there's no other mention from 2017 to present day.

Trustee McComb: OK, all right, but I think so far as it is concerned it's pretty clear.

Mrs. O'Brien: Yeah, well I think...

Trustee McComb: This is the third year he would get the dollar

Mayor Barrett: Correct

Trustee Crary: What was the time limit on the dollar or it just said..

Trustee McComb: It was the third year.

Mrs. O'Brien: It said...

Trustee McComb: So then \$1.

Mayor Barrett: So, it was \$3 effective immediately

Trustee McComb: Because he wanted the whole increase all in one shot, year one.

Trustee Crary: But, there is a time limit on the dollar

Mrs. O'Brien: All it says, is that he his salary will increase \$3 and then \$1 per year after...

Trustee Crary: Yeah, I didn't hear it I didn't hear any limitation on the dollar a year forever

Mayor Barrett: Well, that's why I'm saying it's not clear as it should have been

Trustee McComb: It was adopted the third year

Mayor Barrett: So, is it 3 part three part installment

Trustee McComb: Exactly, 'cause he wanted it all at once. He wanted all of that \$7.00 an hour, all in one shot. That's what he asked for and we said no, we would break up three years.

Trustee Rudes: It was broken up 3, 3 and 1

Trustee McComb: That's right

Trustee Crary: So he understands at dollar per year ends even though that even though the minutes don't reflect that.

Trustee Rudes: There should be something in his file that indicates that. He certainly should have had to sign an agreement of some sort.

Trustee McComb: That's what we made clear to him

Mrs. O'Brien: I will check his file in the morning and see if I can find anything on that.

Mayor Barrett: We may need to contact Cheryl Paestella to see if she had files somewhere

Mrs. O'Brien: Other than your, other than the Mayor's Office? I don't think that really would have

Trustee Rudes: I don't think so

Mrs. O'Brien: and there wasn't anything, well I mean, you know, you had went through that file and found nothing in it, so I'm sure you would have found something prior to now. I'm sure if there is any documentation it's in his file and I will check that in the morning. If there's no more questions about this, we will move on to Water and Sewer.

Trustee Crary: I just have one more comment on the general.

Mrs. O'Brien: Sure.

Trustee Crary: I've lost track of the timing about the special village vote on the reserve funds. If the reserve sons are passed which do we expect him to pass?

Mayor Barrett: I hope so

Mrs. O'Brien: I would hope so but I can't tell without holding the...

Trustee Crary: Right, the zero percent tax increase. I would advocate that we do it a 1% tax levy increase and take those additional funds for seed money for the reserve funds.

Mayor Barreett: Well, I have a question for you Mark, so I'm of the strong opinion that we keep it as close to 0 as possible, given the upcoming recession, I don't think that we are necessarily in a position to delay collection of taxes. I'd like to entertain the idea of delaying penalties for an extra month and try and keep them as flat as possible. We don't yet know how much is currently available within the 2019-20 budget for roll over, and at the present time with the estimates that we have from FEMA, we are significantly reducing the amount of appropriated funds from, what was it Crystal, \$63,000 to \$28,000

Mrs. O'Brien: it was from \$56,000 to \$28,000

Trustee Donecker: Is there any way you can separate the businesses from residential homeowners

Mayor Barrett: and increase business taxes more?

Trustee Donecker: No, no, to keep them flat because they're taking a hit and...

Mayor Barrett: I think everyone taking a hit Mark. I think everyone's taken a serious hit I think as much as we can keep that close to 0. My thought is that we're looking at almost \$30,000, \$28,000 less taking from the...

Trustee Rudes: From the unappropriated funds

Mayor Barrett: Right, in the fund balance, so I would like to see how much is left at the end of the day, then perhaps take a few dollars that we're not putting into the taxes, I mean we're really putting in the least amount of fund balance to offset the taxes in decades.

Trustee Donecker: Ok. That's fine with me.

Mayor Barrett: It's just my, I feel strongly about that given the current state of affairs and I and I think that this is going to go longer than we think and it's really going to impact our businesses and our home owners

Mrs. O'Brien: Residents, yeah.

Trustee Donecker: Great

Trustee McComb: I'm going to agree with Jeanette again

Mayor Barrett: Karen that's 3 on the budget

Trustee McComb: I'm glad you're keeping track, I am too, that's three

Mayor Barrett: Yeah, and I think that sends a strong message to our constituents as well. That we understand and we're planning and you know, we are tightening our belts as much as possible and trying to get every penny we can back from FEMA. So, I gave Crystal estimated numbers, there might be some wiggle room in there, you know, maybe a few \$1000 here or there. The other thing to consider, which we have not budgeted, for good reason, is that as of this time the State usually kicks in 12½% and they have said nothing up until this time. It's likely that they will give us nothing that thing right in the current circumstances, so you know best case scenario you know the fairy godmother comes to visit and we get another 12½%. Right now my money is on the tooth fairy, so we're being more conservative. Where we're erring on the side of conservative where possible in in the in the hopes that we'll be pleasantly surprised.

Trustee Crary: Right, you've convinced me Mayor.

Trustee Donecker: Yes.

Mayor Barrett: Thank you, thank you.

Mrs. O'Brien: So, moving on, I have both water and sewer out. After our discussion this is going to have to be adjusted again to accommodate for that \$1 increase for Ed without knowing that I did not do an increase to their salaries at all, so I will have to readjust these numbers. Let's see

Trustee McComb: Well what about, are we going to consider Lennie here through 'cause if you're going to make an adjustment.

Mrs. O'Brien: Yeah, I think we'll have to both consider Ed with the \$1 and then whatever plan for Lennie as well.

Trustee Donecker: It would be the two percent 2%

Mayor Barrett: No, no it's more than 2%

Trustee Donecker: Well, she didn't say Lennie got anything or does he do a dollar

Mayor Barrett: Well, Lennie has received the \$6 increase initially write an if we're treating them the same...

Mrs. O'Brien: I accidentally stop sharing, I'm sorry.

Mayor Barrett: He got the \$6 last year and then it's a matter of the \$1 along with Ed this year

Trustee Donecker: So they each get a dollar this year, that's yeah that's fine

Mrs. O'Brien: So, a couple of things with the revenue, I just wanted to point out that this year we estimated a little bit differently. I'm not really sure exactly how it was estimated previously but I estimated based on the amount of customers we have for both sewer and water. I used that, the plan to increase for this year in August, we're still on that five year plan I believe it was

um for increased rate, that is also figured into the revenue, for user fees as well as an estimated usage based on this year's usage that gives us the \$223,000. Add our service charges, like meter in and out services and service out of the village, this is an estimated yearly revenue for that and estimated penalties since those are pretty unpredictable as well.

Trustee Donecker: Crystal?

Mrs. O'Brien: yes?

Trustee Donecker: Why is there such a high increase to estimated revenue from outside the village, \$4,200 from..

Mrs. O'Brien: Yeah, I think it was usually estimated low, but this year we have, in our water sewer program I'm able to pull up a report that tells me how many people we have that use those service charges. It's a \$25 fee and 99% of them, in and out charges, they do it seasonally and it's \$50.00 for taking it out and it's \$50 to put it in, so we decide \$25 per quarter. That is a pretty easy figure when we have a comprehensive list of who uses those services like we do with our program. So, I took the amount of people that charged those fees and I just multiplied it by the number of people and the quarters to get that price.

Trustee Donecker: To me that is something we should increase to increase the revenue down the road. I think water and sewer we have to talk about.

Mrs. O'Brien: Yeah, water and sewer are much more difficult because their expenditures are specifically relying on their revenues and right now their revenues are not very high. Speaking of that, Ed has done a considerable amount of cutting to his budget, especially in the water Department. He cut a lot of items that were unnecessary or didn't have to be replaced this year, things that, you know, they purchased last year that, you know, they have sitting on the shelf and they won't need to purchase this year. They have of course, we're going to have to, I'm going to have to redo the personnel codes. You'll also notice that, there's now a new administration code, a new water administration personnel services code. We were advised by our insurance broker to help with workers comp payments or that we should take some of Ed's time which was all lumped into this personnel service in previous years. We should attribute some of that too administration. We figured, in talking to Ed, we figured about 60% of his time and then of course that's, with the you know re-figuring, that's going to go up a bit. And this personal services is going to go up a bit it says it's down but that's because we moved some of his pay to the other code.

Trustee Rudes: How many codes does he have now, Crystal?

Mrs. O'Brien: Two, well, actually 4 because we split them between the two departments. Both him and Lennie are split between the two departments and he has two codes within the department's.

Mayor Barrett: Letty, are you aware in the past we were splitting water and sewer 50/50. In looking in the New York retirement, how they allocate between water and sewer, it's split 45/55 with 55 being in sewer

Mrs. O'Brien: Yeah, yeah. So that actually...

Mayor Barrett: Budget to reflect that

Mrs. O'Brien: Yeah, I did, you know, rework the budget a little to reflect the 45/55 split instead of 50/50 split. I did talk to Ed about that before I had changed any numbers and he was OK with that change. It's not a crazy significant change, it's just a little bit to help the water Department out a little bit

Trustee McComb: Crystal could I have a question?

Mrs. O'Brien: Sure

Trustee McComb: How many, you said you had data to show how many residents utilized and paid the fee for meter in/meter out and it was \$50.00 each, right? \$50 to turn it on?

Mrs. O'Brien: Yes, it's \$50 to put the meter in and it's \$50 to take it out.

Trustee McComb: they do that once a year right.

Mrs. O'Brien: They do it twice a year usually because our seasonal residents have it put in, in the spring and take it out in the fall, so it's spread out between the four quarters.

Trustee Donecker: This cost doesn't even cover benefits.

Trustee McComb: That seems a little low.

Trustee Donecker: It should be \$100 each time

Mrs. O'Brien: I honestly don't think it's been changed in awhile. I can look back to see if it has been changed, but from what I understand it hasn't.

Trustee McComb: How many residence does that involve? What's the number roughly?

Mrs. O'Brien: I think it was about 40, right around 40 or so. 42 maybe.

Trustee McComb: Would increasing that help a little bit

Mrs. O'Brien: Most likely, yeah.

Trustee Donecker: \$8000 right

Mayor Barrett: But you said there were 40

Trustee Crary: \$2000

Mayor Barrett: So, 4000 altogether for each cycle.

Trustee Donecker: \$2000 more for cycle so \$8000 which is, you know, again it doesn't cover you know what we're paying with benefits.

Mayor Barrett: I mean is it appropriate to grade it or double it all at once.

Trustee Donecker: Double it all at once.

Trustee McComb: I don't think that that's an exorbitant amount to have to pay

Mrs. O'Brien: It's something to consider.

Trustee Rudes: That's a \$100 in and \$100 out

Mayor Barrett: Yes, it's an extra \$100

Trustee McComb: Right

Trustee Rudes: Right

Trustee Donecker: Yup

Mayor Barrett: Is that something that we would need a resolution for?

Trustee Donecker: I would think so... so do them next year

Trustee Rudes: If you can do it, is it August?

Mrs. O'Brien: So we do the increase for the base rate for water and sewer August 1st

Trustee Rudes: Right

Mrs. O'Brien: I mean we could do the same thing. A lot of our customers or...

Trustee Rudes: Yeah, but I think those customers should be forewarned

Mrs. O'Brien: Yes, yeah. And a lot of them don't take them out until October.

Trustee Rudes: Right

Mrs. O'Brien: Usually

Mayor Barrett: So, I would suggest that we think at our next regular meeting or the meeting after to do a resolution to increase the meter in and out effective in October.

Mrs. O'Brien: So just, next meeting might be good because then Ed will be present.

Trustee McComb: Right, OK

Trustee Rudes: OK

Mrs. O'Brien: The next his meeting anyway

Trustee Donecker: When do the next bills go out?

Mrs. O'Brien: The next quarter is May 1st

Trustee Donecker: In May, a notice could go out to those people who do in and out

Mrs. O'Brien: Yes, yes.

Trustee McComb: But, they wouldn't be paying this till October.

Mrs. O'Brien: No, I mean the increase would go in effect you know August 1st like the other.

Trustee McComb: It wouldn't have to pay until October when they take out.

Mayor Barrett: It would only be when they take the meter out.

Trustee Donecker: It would only be the increase when they take the meter out for that year

Trustee McComb: That's right.

Mayor Barrett: So we could have, so what I would like is a rationale for the increase from Ed when he presents next week. Just to say hey, how much time does it cost you or does it take you to do a meter in and to do a meter out. We're charging this amount of money when it actually costs the Village this amount of money.

Trustee Donecker: Yeah, I'll talk to Ed and we'll draft something

Mayor Barrett: So, because I think that will give a good rationale and to note when it was last raised

Trustee McComb: Right

Mrs. O'Brien: Yeah, I'll look at that tomorrow. We also, you'll notice... yeah OK got a little lost here. We pulled out overtime as well for the both water and sewer Department. It's looks significantly higher because we took the figures for their necessary weekend duty for the Department. It's four hours per day on the weekend, so eight hours per weekend. And then there's a little bit of additional in there for things that, you know brakes, stuff like the unseen as well as for DPW if they need to help with digging or anything like that. That pretty much sums up his. I mean he, you know, there is a significant decrease in in the medical insurance for all departments because of the switch to the new insurance.

Mayor Barrett: It really is remarkable.

Mrs. O'Brien: Yeah, there's a, there's a big difference in there. You know he, other than him cutting out a bunch of things that weren't necessarily needed we did cut down his contingency a little bit as well. You know to help keep him as flat as possible right now without changing anything. With cutting down his contingency he's about \$1000 under what his revenues are, so hopefully with reworking his personnel services that won't be too much over.

Mayor Barrett: Right, so Crystal

Mrs. O'Brien: Yes.

Mayor Barrett: We have we have talked about the FEMA reimbursement

Mrs. O'Brien: Right which mostly will go to..

Trustee Donecker: Which mostly goes to waste-water

Mrs. O'Brien: I don't think we have any of it right now that we've attributed to water which maybe that's a possibility. I'm not sure. We'd have to

Trustee Donecker: The only thing we have to do is burry the pipe and we didn't spend anything on that so I don't know what we'll get back

Mayor Barrett: Yeah, that's right so for, for that Mark, that would be going forward. That would be coming in the form of a grant

Trustee Donecker: Yes

Mayor Barrett: One thing that I have not put in here are my hours for management, so those have not been ascribed yet so

Trustee Donecker: Did you have something for water?

Mayor Barrett: Well, Crystal I were talking about the time that I spent, so the time that I spent was pretty much divided between DPW, water and wastewater. So, I think it may come down that we may just split that three ways so it might be you know several \$100 maybe you know 8 or \$900 right now maybe a little bit more for water, wastewater and DPW. there's something they consider.

Trustee Rudes: Crystal, could we go back to the bottom of

Mrs. O'Brien: Water

Trustee Rudes: Yes, where is says appropriated fund balance

Mrs. O'Brien: Yeah, so that's a negative there because his total appropriations are under the estimated revenues.

Trustee Rudes: So your not applying any fund balance to his budget.

Mrs. O'Brien: Correct. But we still, I mean I still have to rework his personnel and add in those. So we asked him if he could stay as flat as possible, so that we didn't have to because he doesn't have a lot of fund balance for the water account at all.

Trustee Rudes: Right

Mrs. O'Brien: So we were hoping for him to stay as flat as possible. We'll see, hopefully, maybe we can work some magic. Going over to sewer. This one, I mean sewer is considerably higher than water anyways. Right now there is, under appropriated fund balance there is this 11,000 dollars but in the figures that Jeanette And I have come up with through the FEMA money that we will receive for reimbursement, it covers all about \$14.00 of that. So, it should, you know it should be pretty flat in the sewer Department. In order to get it that way, we did have to reduce his contingency fund quite a lot. It's down to \$4500 from \$15,000 and that's also after he had cut several items from his budget in like a sewer Department in order to reduce it to reflect on the revenues which are estimated based on the same way I did the water fund. Based on our sewer users and there's really no sewer charges, there's not a whole lot for that, penalty is you know it's a minimal so really it's the user fees that the sewer Department relies on. Like the water fund, I mean the water fund and the sewer fund hand in hand. His salary is about the same, of course will have to adjust those numbers. We broke out the overtime it's a little bit more 'cause that 45/55 split. We broke out...

Mayor Barrett: I'm sorry I just did it back of the envelope calculation for the added dollar per person and without overtime it comes to be about \$4,050 for sewer and about \$3,300 for water.

Mrs. O'Brien: OK

Mayor Barrett: Just so we have that in the backgrounds of our heads

Mrs. O'Brien: I think that'll be something I really have to sit down with Ed so I can figure out if we need to adjust some other things here that, you know, he's already adjusted a lot, but

Trustee Donecker: Well, I know Karen doesn't want to increase some of these fees, I think we really have to talk about it for our future

Mayor Barrett: Exactly

Mrs. O'Brien: Yeah, I think it's something that we'll have to talk about in the future and I know it's something that Ed is hoping to present. Not necessarily at this next meeting but in the next couple of months, there was a 30 year projection done by Eric before he left, and we've been kinda updating those numbers based on our actual revenues and stuff like that. And I know it's something that he wants to discuss with the board, you know, in planning for the future and the future of the two funds.

Trustee Donecker: Cause this doesn't even include the pay back on the loans we'll have in the future right?

Mrs. O'Brien: Right, right. Yeah those don't start for I think it's another year. I think it's 2021. right Jeannette?

Mayor Barrett: It's 21 but the other nominal thing that we're talking about well I don't know how nominal it is right now we're having USDA loans. We are carrying those at a rate of 4.5 to 5% and in speaking with our engineer Brendan Becker, we would need to expend some loan to update according to SPEDES, the SPEDES permit. The only way that we can restructure the USDA loans is if we add to it so then you're redoing the entire loan so if we do it that way we should be able to encompass a loan that we're still paying on for another till 2030- 2035 might be able to restructure that at a greatly reduced interest rate especially given our current environment. So wouldn't help us out a huge amount but you know something.

Mrs. O'Brien: Every little bit right. Pretty much, if there's no other questions, I mean sewer and water, you know, as far as the personnel services and stuff like that were figured out the same. He has the same cutting of his budget in both. This one is not as significant as the water.

Trustee Donecker: Great, thank you very much Crystal. This is great.

Trustee Crary: Great job Crystal

Trustee Rudes: When you get these adjustments made Crystal could print me out just the general fund since I don't seem to be able to get page numbers.

Mrs. O'Brien: Sure I will do that

Trustee Rudes: Thank you

Mayor Barrett: Crystal I'm sorry, did you go down to the very end to see what the appropriations we would...

Mrs. O'Brien: I did at the beginning. It shows 11,000 but we like, I said Jeanette and I went over FEMA money and that should be covered.

Trustee Donecker: But, you have the raises.

Mrs. O'Brien: Right, yeah, there's not, those raises aren't figured in yet so that will be something that we have to take into consideration

Mayor Barrett: Right, so the FEMA should knock that out but then will be back in the hole about 4000 right

Trustee McComb: But if we raise the of fees for in and out

Mrs. O'Brien: No because this is sewer

Trustee McComb: Oh this is sewer

Mrs. O'Brien: Yeah those are those go to water. Sewer doesn't really have any service charges or anything like that unless somebody puts in a, you know, a hook up or something like that.

Trustee McComb: What do we charge for hook up?

Mrs. O'Brien: Right now, it dependent, it's pretty much case-by-case, honestly. There's been like 3 hookups in the last few years. There hasn't really been a whole lot.

Trustee Donecker: It depends on who does the work.

Mrs. O'Brien: Yeah, that too

Trustee Donecker: Like Matt O'Brien did all the work, so there was a minimal fee for water and sewer. If they do the work then there is traditional cost.

Mrs. O'Brien: I think this \$100 that you see oh wait...

Trustee Donecker: It's pretty expensive, it's not \$100, I think its like \$500 per hookup or something but

Mrs. O'Brien: Yeah and I think that depends on how much the Department does and how much the homeowner does.

Mayor Barrett: It was a proposal that we were talking about that some of the builders just don't want to have anything to do coming close to water and hook up and things like that. So at the present time we asked them to do as much of the you know the water and sewer lines but there is a proposal that perhaps we could offer that service. So we would find out where our lines are, expose them, do the hook up,

Trustee Donecker: Yeah, well all we do is, if it's water we just put the meter in and you know that's it. And then as far as sewer, we just make sure that connection is done and they use the proper materials and that's it really.

Mayor Barrett: Right, so some contractors have come in asking for expanded services

Trustee Donecker: Well, it just no, I mean if it's on private property we don't do anything. It only be in the case that it was on Speculator property.

Mayor Barrett: Ok

Mrs. O'Brien: Yeah, well plus I don't know if we have any employees that feel comfortable enough digging really close depending on the circumstances. Right now, so I know that, that's been something that I know Matt had Randy LaVarnway do their dig for their hookup, but I'm not sure. There was another person recently but I'm not sure who they got to do their's.

Trustee Donecker: I think the meter hook up was like \$100 and I think, you know we need to again, look at just a meter hookup and charge more for that.

Mayor Barrett: Question, I know that we had talked at one point, I don't know whether it's implemented or not for those people who have sewer only and there are few right but sewer only that we were apportioning them...

Mrs. O'Brien: So, sewer only users do have a different base rate. It's like 25% more than the regular base rate to accommodate for their water usage. I did not figure out those exactly because it's 7 users and I don't think it's significant enough to really, like sway it one way or the other.

Trustee Donecker: And we all agreed on that so we can't change that right now

Mayor Barrett: Yeah, no I know that we had talked about it but is that implemented and

Mrs. O'Brien: It is implemented and then when we have this sewer base rate increase that will increase as well, I would assume since it's, you know, 25% more. Not significant enough because there's only, like I said, there's only 6 or 7 users, there's not a whole slew of them.

Trustee McComb: Not going to make a difference in the budget

Mrs. O'Brien: Right, right, so...

Trustee Donecker: So do we have to vote on this?

Mayor Barrett: Well, I don't think we need a vote just yet. I think we can

Trustee Donecker: so we still have to accept the proposed budget

Mrs. O'Brien: well this is a tentative budget so it'll go onto... when I go to make the adjustments that we've talked about here, I will rename it the proposed budget, so that will be...

Trustee McComb: You got it name proposed budget now

Mrs. O'Brien: I have it named tentative budget

Trustee McComb: I have proposed budget written on all my sheets

Mrs. O'Brien: It's propose, like what we're proposing as far as 2020-2021, but I have it saved as its labeled over here as the tentative budget. I do, the software has the ability to go and take the numbers from this and move them over to a new document called the proposed budget and then I do our adjustment so that we can see the difference between when the tentative budget was presented and when we look at the proposed one.

Trustee Crary: The proposed budget is the focus of the public hearing correct

Mrs. O'Brien: Correct

Mayor Barrett: OK, well then I would like a motion to create a proposed budget based on the tentative budget that Crystal has prepared and presented to us here with the modifications that we have noted in the salaries for Ed Scharpou and Lennie Page and I think that those were the only real changes correct. So can I have a motion to create a proposed budget for presentation to the public based on the slight modifications we've discussed here in the tentative budget.

Trustee McComb: I will move that

Mayor Barrett: second

Trustee Crary: 2nd

Mayor Barrett: Yeah, all in favor...

Trustee McComb, Donecker, Crary: aye

Mayor Barrett: alright all opposed... alright looks like we have a budget.

Mrs. O'Brien: Mostly

Mayor Barrett: We mostly have a budget and then the public hearing for this will be next Monday?

Mrs. O'Brien: No we had planned for it to be April 13th, I don't know if we would like to keep it that way or if we would like to talk to add about those charges first.

Trustee Donecker: The governor is shutting down the state till April 30th so

Mayor Barrett: Is he shutting down the budget

Mrs. O'Brien: Correct, so we can technically, from what I have, from my discussion with a few people from NYCOM, we can hold the public hearing through a video conference like this one. We have to make it known, obviously post it up and stuff like that. Have the public, we just have to have them able to participate, so they can comment. So, if that is acceptable then we can do that. Otherwise we'd have to wait and do a regular public hearing, but unfortunately I don't think they've changed the dates or the deadlines for approving the budget which is April 31st I think.

Trustee McComb: I have the 27th

Trustee Rudes: I've got the 27th

Mrs. O'Brien: Yeah that's the meeting that we had planned to adopt the budget but I believe that the 30th is the last day...

Mayor Barrett: The 30th is the drop dead, so if we have the hearing on the 13th and then final budget approval on the 27th

Mrs. O'Brien: Yeah, I haven't heard of any delays in the budget and I was told that because we can video conference and stuff like that we should be able to be on schedule with that so...

Mayor Barrett: ...you are asking Ed about the charges for the meter in and out

Trustee Donecker: No, that shouldn't, that should be up to us. I think it's now just

Trustee McComb: yeah

Mayor Barrett: Yeah that's not going to have an impact on the budget I don't think I mean that'll be a modification down the line but I think that that wouldn't preclude us from having a hearing on the 13th

Mrs. O'Brien: No I don't think

Mayor Barrett: Yeah so let's get it in the paper. Is it possible, Crystal to have a meeting zoom meeting number publicized in the paper

Mrs. O'Brien: I don't see why not

Mayor Barrett: So if we get it in the paper, we have it prominently on our website, we have it you know posted in the the post office

Trustee Donecker: Can I pick up a copy at the office and

Mayor Barrett: If they make an appointment, request a copy. Will be available, they'll be wiped down and slid through the door.

Trustee Donecker: Yeah by appointment only

Mayor Barrett: Right, so I think in the announcement we can we can make that known as well

Mrs. O'Brien: I don't know if this is something that we can do, but we could always put on the website the tentative budget for people to review. That way most people don't even have to request, they can look at it on the website.

Trustee Crary: you need to put the proposed budget up not to tentative

Mrs. O'Brien: Right, right, right.

Mayor Barrett: Are you able to put like a watermark behind this to say you know proposed

Mrs. O'Brien: Probably

Mayor Barrett: I think that would be very helpful to do

Mrs. O'Brien: Yeah, yeah, most likely.

Mayor Barrett: Great, well Letty would you like to make a motion to...

Trustee Rudes: To adjourn the meeting, yes

Mayor Barrett: So Letty makes the motion, may I have a second

Trustee McComb: Yes

Mayor Barrett: Alright Karen. All in favor

Trustee Crary, Donecker, McComb, Rudes: Aye

Mayor Barrett: All opposed... Well, Crystal again my congratulations really a great job and really a great job for Ed, I know he's been in the most difficult position of every anyone. And, you know as well as Roger. A lot of changes and to be able to tell the public that we have a zero percent increase in our taxes. I think really demonstrates some leadership for this for this community in a very difficult time.

Trustee Donecker: Great

Trustee Crary: Here, here.

Mayor Barrett: alright

Mrs. O'Brien: Have a good night

Trustees: bye, have a good night, goodbye.